



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

April 6, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Maintenance and Operations Manager Randy Bailey, Utilities Engineer Dan Repp, City Dan Heid, Planning Director Cindy Baker, Finance Director Shelley Coleman, Building Division Manager Rick Hopkins, Project Engineer Leah Dunsdon, Traffic Operations Engineer Scott Nutter, Transportation Planner Joe Welsh, Transportation Planner/Grants Manager Chris Hankins, Traffic Engineer Pablo Para, Street Systems Engineer Seth Wickstrom, Principal Planner Elizabeth Chamberlain, Assistant Police Chief Bob Karnofski, Vice Chair Government Affairs for the Auburn Chamber of Commerce Terry Davis, President and COO for the Auburn Chamber of Commerce Nancy Wyatt Citizens Wayne Osborne, Jerry Trudeau, Sam Pace, Gary Venn, Brian A. Winslow, Liz Warman, Matt Derkerri, Wayland Scarff, and Department Secretary Jennifer Rigsby.

Chairman Wagner announced an Agenda Modification. Issue Item B, Resolution No. 4472.

II. EXECUTIVE SESSION

A. NPDES LITIGATION

Chairman Wagner called for an Executive Session at 3:01 p.m. to discuss a pending and potential litigation matter. The session will last approximately 10 minutes.

The Committee reconvened at 3:08 p.m.

III. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, March 16, 2009.

Motion carried 3-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-06 FOR KING COUNTY DEPARTMENT OF NATURAL RESOURCES AND PARKS WASTEWATER TREATMENT DIVISION

Transportation Planner Welsh was present. There were no questions from the Committee.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-06 for King County Department of Natural Resources and Parks Wastewater Treatment Division.

Motion carried 3-0.

- C. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-07 FOR CITY OF AUBURN PARKS AND RECREATION DEPARTMENT CLEAN SWEEP EVENT ON MAY 9, 2009

Transportation Planner Welsh was present. There were no questions from the Committee.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-07 for City of Auburn Parks and Recreation Department Clean Sweep Event on May 9, 2009.

Motion carried 3-0.

- D. INITIATION OF PROJECT NO. CP0815, MARY OLSON FARM IMPROVEMENTS

Chairman Wagner asked why baseboard heating is being installed in the historic house. Project Engineer Dunsdon responded the baseboard heating is the least visible.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee grant permission to initiate project no. CP0815, Mary Olson Farm Improvements.

Motion carried 3-0.

- C. PERMISSION TO ADVERTISE FOR PROJECT NO. C307B, CITYWIDE ITS PROJECT PHASE 1B – S 277TH STREET AND AUBURN WAY NORTH

Traffic Operations Engineer Nutter explained that the project will provide the backbone of the ITS system runs along S. 277th and south along Auburn Way to connect to the existing ITS system previously installed. Once this is complete, some of the adjacent corridors that have old existing copper systems running on an old dial-up modems, will be tied into the ITS central signal system through the backbone fiber installed by this project. Mayor Lewis stated the old system is not one that can be expanded.

Chairman Wagner asked for additional information about the Intelligent Transportation System (ITS). Director Dowdy spoke about a grant proposal to obtain funds for system expansion and white papers that the Committee can review. Member Singer asked how long staff has been working on securing funding for the ITS Project. Director Dowdy answered approximately 7 years.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council grant permission to advertise for project no. C307B, Citywide ITS Project Phase 1B – S 277th Street and Auburn Way North.

Motion carried 3-0.

III. ISSUES

- A. RESOLUTION NO. 4455 INITIATING STREET VACATION PROCEEDINGS AND SETTING A PUBLIC HEARING TO CONSIDER THE VACATION OF A PORTION OF THE ALLEY SOUTH OF 1ST STREET NE BETWEEN NORTH DIVISION STREET AND AUBURN AVENUE NE

Transportation Planner Welsh stated the proposed street vacation was reviewed at the Planning and Community Development Committee Meeting and Resolution No. 4455 will set the public hearing. There were no questions from the Committee.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council adopt Resolution No. 4455 initiating street vacation proceeding and setting a public hearing to consider the vacation of a portion of the alley south of 1st Street NE between North Division Street and Auburn Avenue NE.

Motion carried 3-0.

- B. RESOLUTION NO. 4472 EXTENDING THE MORATORIUM ON THE FILING OF APPLICATIONS FOR CONDITIONAL USE PERMITS (CUPs) IN PROPERTY LOCATED WITHIN THE R-2 SINGLE-FAMILY AND THE R-3 TWO-FAMILY (DUPLEX) RESIDENTIAL DISTRICTS AND THE C-1 LIGHT COMMERCIAL DISTRICT AND SETTING A PUBLIC HEARING FOR MAY 4, 2009, TO CONSIDER THE AMENDMENT AND EXTENSION OF THE MORATORIUM

Planning Director Baker reviewed the changes to the resolution with the Committee. City Attorney Heid stated a Public Hearing would be required if the Council voted to extend the moratorium, even if it excluded the C-1 property. Heid explained the modifications to the moratorium proposed in Resolution No. 4472.

The Committee reviewed the map showing the properties affected by Conditional Use Permits. Planning Director Baker explained the restrictions that would be lifted from the C-1 Zones. Chairman Wagner stated opening up the Lea Hill Area to apartment development may not be advantageous from a traffic flow point of view. Mayor Lewis discussed how the moratorium currently limits mixed-use development. Member Singer recommended more commercial zones on Lea Hill are needed to serve the area. Chairman Wagner stated, from a Public Works standpoint, he can not see why C-1 Zones cannot be removed.

Planning Director Baker recommended changes be made to the resolution which would prevent the moratorium from affecting mixed-use development. City Attorney Heid and the Committee agreed.

It was moved by Member Singer, seconded by Vice-Chair Cerino, that the Committee recommend Council adopt Resolution No. 4472, as amended.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

B. UTILITY FEES

Finance Director Coleman presented the topic to the Committee for discussion. Mayor Lewis and Coleman recommended the \$95.00 fee for a second shut-off in a 12-consecutive-month period be reduced to \$25.00. The Committee concurred.

Director Coleman answered questions asked by Chairman Wagner regarding the fees for delinquent meter pull. Chairman Wagner recommended the title of the fee be changed to

clarify what the fee is for. Coleman responded questions asked by Member Singer about the new account setup and closing final read fees.

C. ORDINANCE NO. 6230 AMENDMENTS TO DOWNTOWN URBAN CENTER ZONE

Principal Planner Chamberlain addressed the Committee regarding Resolution No. 6230. Chamberlain answered questions asked by Chairman Wagner regarding staff review time.

Chamberlain stated Ordinance No. 6230 will be presented at the Planning and Community Development meeting April 13, 2009 for action and City Council for vote on April 20, 2009.

D. ORDINANCE NO. 6231 RESIDENTIAL CONVERSION TO COMMERCIAL CODE AMENDMENTS

Principal Planner Chamberlain presented Ordinance No. 6231 to the Committee and provided background information.

Chamberlain answered questions asked by Chairman Wagner regarding fire sprinkler requirements. Applicants are notified of the requirements at the time of pre-application.

The Committee discussed the drainage facilities for stormwater requirements for residential conversions. Assistant Director/City Engineer Selle commented creation of parking is usually what prompts the requirement.

Chamberlain answered questions asked by Chairman Wagner about the six-inch extruded curb for landscape requirements in parking areas and Chamberlain answered questions asked by Member Singer about the landscape requirement allowances made for residential conversions.

The Committee discussed the letter from Bill Morchin and his comments regarding the differences between City Codes and International Codes with Principal Planner Chamberlain and Building Division Manager Hopkins.

Chairman Wagner reiterated the City will guide citizens to seek a professional engineer when needed during residential conversions.

D. CUP MORATORIUM – DISCUSSION OF EXISTING MORATORIUM, RESOLUTION NO. 4412, AND OPTIONS FOR POTENTIAL REVISIONS

This item was discussed as part of Issue B.

E. LOCAL ACCESS ON AUBURN WAY NORTH PROPOSAL

Using maps, Traffic Engineer Para briefed the Committee on the options for local business access on the west side of Auburn Way North, just south of the 277th Street intersection. Para stated one option is to allow a left turn into the southern most driveway of the Vig property. Para demonstrated how existing north bound traffic would queue up during the P.M. traffic peak. Para answered questions asked by Chairman Wagner regarding staff analysis of left turn movements and sight distance for drivers turning left into the property. Assistant Director/City Engineer Selle explained the treatment that could be used to prevent left turns from the property on to Auburn Way North, thus restricting the driveway to right turn out only.

Traffic Engineer Para and Director Dowdy discussed that the sight distance for the proposed left turn in would not meet site distance standards. The Committee discussed the accident history in the vicinity.

Director Dowdy said the second option, although more costly, would be safer. Assistant Director/City Engineer Selle explained the second option would require adding a portion of a lane, moving curb, gutter, and sidewalk, modifying the drainage at the intersection of S 277th and Auburn Way north to all a U-turn movement at the intersection. Additional Right-of-Way acquisition may also be needed to accomplish this option.

Mayor Lewis recommended the Committee go into Executive Session to continue discussion.

Chairman Wagner called for an Executive Session at 4:10 p.m. to discuss potential litigation matters. The session will last approximately 10 minutes.

At 4:19 p.m., Mayor Lewis announced the session would continue for an addition 5 minutes.

The Committee reconvened at 4:27 p.m.

Chairman Wagner declared, during Executive Session, it was determined more staff analysis is needed on the project.

Staff will continue to explore options for providing north-bound left-turn access at this location.

F. AUBURN CITY CODE 13.32 UNDERGROUND WIRING POLICY DISCUSSION

Assistant City Engineer Gaub provided some background regarding the current City Code. The concern that staff is raising relates primarily to the infill of the residential and commercial developments such as a new single family home or a residential to commercial conversion. Staff is asking for Committee guidance regarding possible changes to the City Code to allow more flexibility in these situations. Currently, ACC 13.32.030, states underground utility facilities and services are required on all completely new permanent-type residential and commercial buildings.

Gaub presented two examples of recent situations where this code applies. One was of a single family residence being converted for commercial use where the existing service is already overhead. The potential costs to the applicant to underground their service across the public roadway can be very expensive but is technically feasible. The second example was the construction of a new single family residence along a road where the existing power needed to be extended several hundred feet within the public Right-of-way on an existing roadway. This also would be costly to construct to serve one residence but is technically feasible to do.

Member Singer recommended underground services should be required only within the private property and be allowed to remain overhead in the right-of-way. Gaub stated it will be less expensive for the property owner in the future if the City required undergrounding of the utility system if the service to their home is underground at the time of initial development. Chairman Wagner asked if the undergrounding of the frontage utilities can be deferred. Assistant City Engineer Gaub explained that the undergrounding of the existing utilities along a developments frontage is considered part of the half street improvements and applicants can request a deferral under that code.

The Committee and staff discussed the benefits of having the underground service on private property. Chairman Wagner commented that he would prefer not requiring any portion of the service to be underground for these smaller developments. Vice-Chair Cerino stated he has no arguments for or against undergrounding.

The Committee agreed that a change to item 2 in ACC13.32.030 to allow an exception for residential and small infill lot development. Assistant City Engineer Gaub stated staff will develop proposed changes and return for approval for the Committee and Council.

G. TERRACE DRIVE – SAFETY OPTIONS

Mayor Lewis invited the Terrace Drive residents, present at the meeting, to join the Committee at the table.

Director Dowdy recounted for the Committee the reported accidents, problems maintaining streetlights, and additional ongoing situations that have been occurring on Terrace Drive.

Using a map, Traffic Engineer Para illustrated a bicycle route alternative from West Valley Highway to W Street. Para stated a bicycle lane will be added in both the uphill and downhill directions. Chairman Wagner asked how wide the lanes will be and Para responded the width will vary from 6 feet to 11 feet. Assistant Director/City Engineer Selle explained the roadway will not be made wider, the bicycle lanes will be created through rechannelization. Director Dowdy said instead of two lanes, there will be one lane in each direction with the bicycle lanes. Selle commented the rechannelization accomplishes two things; it addresses speeds and provides a route for bicycles to get up and down West Hill.

Staff answered questions asked by Chairman Wagner regarding truck traffic on Terrace Drive and the possibility of drivers trying to pass one another. Vice-Chair Cerino stated he supports staff's proposal for adding the bicycle lanes. Mayor Lewis added that additional striping on the road will help prevent drivers from leaving the roadway and going into residents' yards. The Committee discussed additional safety concerns with staff. Mayor Lewis gave his support to staff's proposal.

One resident asked if there can be a raised boarder installed between the proposed bicycle lane and the street at the curve at the top of the hill. Assistant Director/City Engineer Selle responded staff would assess treatment options for between the travel lane and bicycle lane.

The Committee asked that staff proceed with the proposal as long as the cost was less than \$20,000.

H. PAVEMENT CONDITION OF TRUCK ROUTES

Street System Engineers Wickstrom presented a map of the existing designated truck routes. Director Dowdy reviewed the map with the Committee, demonstrating the routes that will need to be rebuilt. Director Dowdy also reviewed a map of the existing transit routes with the Committee, highlighting the roadways that are used as both truck and transit routes.

The Committee discussed the condition of West Valley Highway and types of truck traffic that currently uses the route.

Director Dowdy stated the existing and future truck routes with a Pavement Condition Index of 70 and below are the routes that staff believes will need to be rebuilt. Dowdy discussed the portions of existing truck routes that will need to be closed to truck traffic because they need to be rebuilt which included portions of West Valley Highway south of 15th Street, 15th Street SW and Auburn Way North.

Mayor Lewis requested additional information on the cost of rebuilding future truck routes to a useable condition for truck routes to be incorporated with the other costs presented by staff.

Mayor Lewis answered questions asked by Member Singer regarding the requirement for trucks to find alternative routes when portions of the truck routes are no longer designated as such.

The Committee discussed the type of traffic that uses C Street NE.

Mayor Lewis asked staff to provide costs related to existing designated truck routes to be maintained as truck routes, future designated truck routes that need to be brought up to a truck standard, and the remaining arterial roadways that are not truck routes or future truck routes. Chairman Wagner asked for clarification on designated local versus non-local routes.

The Committee discussed the closure of truck routes that are already in very poor condition.

Director Dowdy and Member Singer spoke about how preservation projects are scored for grant funding and regional priorities for Federal funds through the Puget Sound Regional Council.

Staff will return, for additional discussion, with the information requested by the Committee and Mayor Lewis. The updated maps and costs will also be available to the citizens on their request. Mayor Lewis requested that those who would like the information; complete the sign-in sheet.

Member Singer explained what is happening at the regional level to better consolidate data on the condition of roads. The Puget Sound Regional Council (PSRC) staff is collecting data from King, Pierce, Snohomish, and Kitsap Counties this year, using the same rating index, to be included in the update to the Regional Transportation Plan for 2040. Following the update, the information can be used to request changes the scoring criteria for funding. This change may take a minimum of two years.

I. RESOLUTION NO. 4466 PROVIDING AN ADDRESS CHANGE TO A SINGLE FAMILY RESIDENCE

Building Director Hopkins was present. The Committee had no questions and is in support of Resolution No. 4466.

J. CODE UPDATE PROJECT – DESIGN STANDARDS

10.04.1.4 Curb and Right-of-Way Radius

Chairman Wagner requested a detail and clarification regarding curb and Right-of-Way radii.

10.04.3 Table 10-3 Minimum Intersection Spacing from Centerline to Centerline (ft)

Chairman Wagner asked about the increases to the intersection spacing. Traffic Engineer Para stated the new values are based on the Federal Highway Administration and Institute of Transportation Engineers recommendations for safety. The Committee discussed the spacing between intersections of principal and minor arterials. Chairman Wagner stated such a large change may lead to more exceptions being made. Assistant Director/City Engineer Selle reminded the Committee the standards apply to new proposed development and not existing intersections however problems with existing intersections were considered when staff reviewed the table.

Vice-Chair Cerino asked if there is a variance process. Selle responded deviations can be made under certain circumstances. Chairman Wagner asked that the higher classifications be reviewed by staff again.

10.04.4 Driveways

Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner about the responsibility of the cost of signalization.

10.04.4.1 Driveway Locations

Chairman Wagner asked why the statement, "Properties located on arterials where no alternate access is available may be restricted to a right-in-right-out driveway," was stricken from the section. Selle responded the requirements will be included in Section 10.04.4.5.

10.04.4.1.1 Functional Intersection Boundary

Chairman Wagner requested the written definitions of Decision Distance, Lane Change Distance, Braking Distance, and Storage Distance be reinstated.

10.04.4.1.2 Table 10-4

The Committee and staff discussed the origin of the table. Chairman Wagner asked that a source for the figures in the table be included.

10.04.4.4.1 Driveway Widths – Residential

Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding the required minimum thickness of six inches of non-reinforced concrete.

Selle answered questions asked by Chairman Wagner about the standard details for driveway curb cuts.

Assistant Director/City Engineer Selle presented a handout regarding Access Management and stated following further discussion and policy guidance from the Committee, staff will go back and complete in the language in Section 10.04.4.5 appropriately.

The Committee and staff discussed the use of paint and markings as a form of Access Management. Selle stated paint is considered a tool that supports the other controls. Chairman Wagner recommended including a reference in the standards to better define the paint markings used for access control.

The Committee discussed medians and landscape requirements.

K. CAPITAL PROJECT STATUS REPORT

Item 4 – CP0763 – Braunwood Water System Improvements: Chairman Wagner asked if the residents were being notified of the improvements being made to the system. Assistant City Engineer Gaub said that the residents have not been notified and the improvements, but the control system improvements will allow the City staff to better serve the area without requiring staff to visit the site daily and the improvements will not be visible to the neighbors.

Item 6 – CP0762 – Les Gove Neighborhood Improvements – Phase 1: Chairman Wagner stated he would not support the budget for the project until the Committee receives the Utility Rate information. Assistant City Engineer Gaub responded that the previous discussion with the committee resulted in a direction to move forward with the project. At that time, staff reviewed the map outlining the number of repairs made to the system over a two year period which is significantly higher in this area than the average for the City. Mayor Lewis and Chairman Wagner discussed the condition of the water lines in the area and the potential for damage. Chairman Wagner restated the Committee needs to review the Rate Study. Assistant City Engineer Gaub spoke about the fragility of the water pipes and the likelihood that damage will occur that will not be visible due to the overlay work. Assistant Director/City Engineer Selle reminded the Committee that it will also be advantageous to move this project forward at this time because bids are more likely to be below the Engineer's Estimate. Utility Engineer Repp stated he can contact the consultant that is working on the Rate Study and see when information would be available.

Vice-Chair Cerino asked how long the City can hold the bids. Gaub answered 45 days from the bid opening. Selle added that if the City waits too long to award the project, the construction season will be missed for this year and the cost effectiveness of the bids may decrease.

Item 14 – A Street NW Corridor – Phase 1: Chairman Wagner asked what will be included in the 2010 construction. Assistant City Engineer Gaub explained that under the Federal project process, the project must complete all environmental approval, design, property acquisition, and begin the wetland mitigation for the entire corridor before we may begin construction of the roadway. Therefore, the first phase planned for construction is the portion from the Mohawk property to 10th Street NE, but timing to begin construction is dependant on completion of all the other project elements.

The Committee discussed the impact of the project on the Post Office parking lot.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 6:02 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary

